

**CITY OF JOLIET
INTEROFFICE MEMORANDUM**

March 7, 2019

TO: Finance Committee

FROM: Kenneth R. Mihelich, Budget Officer

SUBJECT: Review of February 28, 2019 General Fund Operating Budget

Please find attached the February 28, 2019 Finance Reports for the Operating, Capital and Special Revenue Funds. Below are brief comments related to items within the General Fund operating budget vs. actual report.

Revenues:

At the end of two months, overall revenues are at 12.7% of budget. 2/12th of the budget would be at 16.7%, but because of the seasonality of many income streams, and the fact it is so early in the year, this is not out of the ordinary. For instance, property taxes are collected later in the year near their due dates. No significant variances are noted at this time.

Expenditures:

Overall expenditures are at 12.88% of budget which as noted is reasonable for this time of year. Expenditures are affected as well by some seasonality. Examples include payments made to the public safety pension funds which are made in conjunction with the receipt of property taxes. As noted above these are seasonal and will occur later in the year. Items such as Municipal Waste are paid monthly, but in arrears by one month and thus this budget line item is only at 8.4% for the year. No significant variances are noted at this time.

Please note that the budget is prepared on a modified accrual basis and this report is reported on a cash basis. This report provides an overall indicator of general trends, but accruals at year-end will impact the final amounts.

Cc: Marty Shanahan, Interim City Manager
Jim Ghedotte, Finance Director

City of Joliet
Finance Reports
Operating Budgets
as of February 28, 2019

	2019 Adj. Budget	2019 February YTD	% of Budget
General Fund (100)			
Revenue			
Property Taxes	37,375,000.00	-	0.00%
Gaming Taxes	17,985,000.00	3,014,440.83	16.76%
State Sales Taxes	23,750,000.00	3,795,557.58	15.98%
Home Rule Sales Tax	26,750,000.00	4,289,786.11	16.04%
Utility Taxes	7,151,775.00	1,403,919.19	19.63%
State Income Taxes	14,850,000.00	2,730,576.67	18.39%
Hotel/Motel Tax	2,750,000.00	317,747.40	11.55%
Real Estate Transfer Tax	2,400,000.00	407,059.00	16.96%
Titled/Registration Tax	160,000.00	19,474.45	12.17%
Automobile Rental Tax	41,000.00	7,289.47	17.78%
Food & Beverage Tax	3,100,000.00	527,123.91	17.00%
Gasoline Privileg Tax	680,000.00	121,973.30	17.94%
Amusement Tax	93,073.00	-	0.00%
Telephone Franchise Tax	82,000.00	-	0.00%
Cable Franchise Tax	2,100,000.00	478,319.09	22.78%
Replacement Tax	2,171,500.00	281,005.32	12.94%
Out of State Use Tax	4,400,000.00	849,948.62	19.32%
Pari-Mutuel Tax	110,000.00	20,977.00	19.07%
Charges for Services	9,449,388.00	1,369,219.98	14.49%
Licenses & Permits	3,072,500.00	315,431.23	10.27%
Fines & Fees	3,921,000.00	750,649.61	19.14%
Municipal Waste Fees	14,068,145.00	2,375,466.27	16.89%
Fed/State/Priv Grant	357,800.00	59,418.82	16.61%
Interest Income	430,000.00	54,291.23	12.63%
Miscellaneous Rev	2,731,165.00	198,317.00	7.26%
Transfer In	4,725,000.00	-	0.00%
Revenue Total	184,704,346.00	23,387,992.08	12.66%
Expense			
Personal Services	81,070,915.00	14,719,299.71	18.16%
Personal Svc - Benef	64,850,932.00	5,255,222.55	8.10%
Professional Service	5,346,244.00	490,125.46	9.17%
Property Services	19,278,887.00	1,577,946.26	8.18%
Other Services	1,552,724.00	70,462.93	4.54%
Supplies	8,148,028.00	915,418.45	11.23%
Other Employee Costs	567,091.00	83,868.59	14.79%
Debt Service	450.00	-	0.00%
Other Expenses	3,619,813.00	662,350.35	18.30%
Transfer Out	171,491.00	-	0.00%
Expense Total	184,606,575.00	23,774,694.30	12.88%
General Fund Total	97,771.00	(386,702.22)	

	2019 Adj. Budget	2019 February YTD	% of Budget
General Fund Expenses By Department			
Expense			
Mayor & Council	379,901.00	56,012.83	14.74%
City Manager	1,674,091.00	174,381.88	10.42%
City Clerk	824,275.00	105,403.62	12.79%
Administrative Services	14,312,491.00	2,124,481.49	14.84%
Hospitalization	23,585,000.00	3,575,812.18	15.16%
Community Development	6,967,813.00	821,669.61	11.79%
Finance	4,120,051.00	749,927.09	18.20%
Municipal Waste	12,210,900.00	1,019,851.00	8.35%
Technology	3,843,110.00	398,349.73	10.37%
Legal	2,613,516.00	214,742.18	8.22%
Police	57,575,262.00	6,990,120.84	12.14%
Fire	40,059,693.00	5,114,771.76	12.77%
Public Works	16,268,981.00	2,429,170.09	14.93%
Transfer Out	171,491.00	-	0.00%
Expense Total	184,606,575.00	23,774,694.30	12.88%
General Fund Expenses By Department Total	(184,606,575.00)	(23,774,694.30)	
Parking Operating Fund (520)			
Revenue			
Fines & Fees	1,848,000.00	128,970.09	6.98%
Interest Income	450.00	185.31	41.18%
Miscellaneous Rev	559.00	80.00	14.31%
Revenue Total	1,849,009.00	129,235.40	6.99%
Expense			
Personal Services	760,114.00	97,097.94	12.77%
Personal Svc - Benef	139,716.00	24,132.07	17.27%
Professional Service	133,000.00	-	0.00%
Property Services	233,800.00	41,978.17	17.95%
Other Services	32,080.00	226.21	0.71%
Supplies	69,300.00	11,560.24	16.68%
Transfer Out	325,000.00	-	0.00%
Expense Total	1,693,010.00	174,994.63	10.34%
Parking Fund Total	155,999.00	(45,759.23)	

	2019 Adj. Budget	2019 February YTD	% of Budget
Water & Sewer Operating Fund (500)			
Revenue			
Charges for Services	54,687,700.00	8,421,022.35	15.40%
Fines & Fees	1,657,500.00	145,319.50	8.77%
Interest Income	200,000.00	43,038.78	21.52%
Miscellaneous Rev	750,000.00	(6,356.05)	-0.85%
Revenue Total	57,295,200.00	8,603,024.58	15.02%
Expense			
Personal Services	9,855,759.00	1,471,377.25	14.93%
Personal Svc - Benef	3,246,976.00	382,971.79	11.79%
Professional Service	2,345,000.00	124,104.20	5.29%
Property Services	5,378,500.00	152,087.35	2.83%
Other Services	365,300.00	23,838.93	6.53%
Supplies	8,657,600.00	697,350.91	8.05%
Other Employee Costs	372,070.00	7,466.00	2.01%
Debt Service	900.00	-	0.00%
Other Expenses	50,000.00	19,557.29	39.11%
Transfer Out	4,700,000.00	-	0.00%
Expense Total	34,972,105.00	2,878,753.72	8.23%
Water & Sewer Operating Fund Total			
	22,323,095.00	5,724,270.86	

City of Joliet
Finance Reports
Capital Budgets
as of February 28, 2019

	2019 Adj. Budget	2019 February YTD	% of Budget
Capital Improvement Fund (300)			
Revenue			
Miscellaneous Rev	100,000.00	-	
Interest Income	30,000.00	24,064.53	80.22%
Transfer In	221,491.00	-	0.00%
Revenue Total	351,491.00	24,064.53	6.85%
Expense			
Capital Outlay	3,659,771.00	12,375.45	0.34%
Expense Total	3,659,771.00	12,375.45	0.34%
Capital Improvement Fund Total	(3,308,280.00)	11,689.08	
Motor Fuel Tax Fund (200)			
Revenue			
Other Taxes	3,700,000.00	324,103.61	8.76%
Fed/State/Priv Grant	-	27,651.27	
Interest Income	100,000.00	23,249.76	23.25%
Miscellaneous Rev	-	-	
Revenue Total	3,800,000.00	375,004.64	9.87%
Expense			
Professional Service	-	8,427.61	
Capital Outlay	7,598,449.00	322,017.54	4.24%
Expense Total	7,598,449.00	330,445.15	4.35%
Motor Fuel Tax Fund Total	(3,798,449.00)	44,559.49	
Performance Bonds Fund (320)			
Revenue			
Interest Income	-	8,697.32	
Miscellaneous Rev	1,000,000.00	-	
Revenue Total	1,000,000.00	8,697.32	0.87%
Expense			
Capital Outlay	4,000,000.00	-	0.00%
Expense Total	4,000,000.00	-	0.00%
Performance Bonds Fund Total	(3,000,000.00)	8,697.32	
Parking Improvement Fund (521)			
Expense			
Depreciation	156,000.00	-	0.00%
Expense Total	156,000.00	-	0.00%

	2019 Adj. Budget	2019 February YTD	% of Budget
Parking Improvement Fund Total	156,000.00	-	
Water & Sewer Improvement Fund (501)			
Revenue			
Fed/State/Priv Grant		55,959.92	
Interest Income	-	88.62	
Revenue Total	-	56,048.54	
Expense			
Depreciation	12,500,000.00	-	0.00%
Capital Outlay	12,196,500.00	186,814.38	1.53%
Expense Total	24,696,500.00	186,814.38	0.76%
Water & Sewer Improvement Fund Total	(24,696,500.00)	(130,765.84)	
IEPA Wet Weather Treatment Facility (507)			
Revenue			
Miscellaneous Rev	9,850,000.00	1,818,167.11	18.46%
Revenue Total	9,850,000.00	1,818,167.11	18.46%
Expense			
Capital Outlay	9,850,000.00	549,540.46	5.58%
Expense Total	9,850,000.00	549,540.46	5.58%
IEPA Wet Weather Treatment Facility Fund Total	-	1,268,626.65	
IEPA Aux Sable & WSTP Phosphorus Removal (508)			
Revenue			
Miscellaneous Rev	8,628,038.00	1,606,635.29	18.62%
Revenue Total	8,628,038.00	1,606,635.29	18.62%
Expense			
Capital Outlay	7,000,000.00	528,626.72	7.55%
Expense Total	7,000,000.00	528,626.72	7.55%
IEPA Aux Sable & WSTP Phosphorus Removal	1,628,038.00	1,078,008.57	
IEPA Sanitary Sewer Rehab -2017 (509)			
Revenue			
Miscellaneous Rev	848,116.00	24,003.30	2.83%
Revenue Total	848,116.00	24,003.30	2.83%
Expense			
Capital Outlay	840,000.00	-	0.00%
Expense Total	840,000.00	-	0.00%
IEPA Sanitary Sewer Rehab 2017 Fund Total	8,116.00	24,003.30	
IEPA ESTP Phosphorus Removal (511)			
Revenue			

	2019 Adj. Budget	2019 February YTD	% of Budget
Miscellaneous Rev	-	-	
Revenue Total	-	-	
Expense			
Capital Outlay	20,148,109.00	-	
Expense Total	20,148,109.00	-	
IEPA ESTP Phosphorus Removal Fund Total	(20,148,109.00)	-	
IEPA Sanitary Sewer Rehab - 2018 (512)			
Revenue			
Miscellaneous Rev	8,100,000.00	1,354,054.37	
Revenue Total	8,100,000.00	1,354,054.37	
Expense			
Capital Outlay	8,100,000.00	1,310,977.33	
Expense Total	8,100,000.00	1,310,977.33	
IEPA Sanitary Sewer Rehab 2018 Fund Total	-	43,077.04	
IEPA 2018 Watermain Rehab (513)			
Revenue			
Miscellaneous Rev	1,630,000.00	963,126.51	
Revenue Total	1,630,000.00	963,126.51	
Expense			
Capital Outlay	1,630,000.00	890,885.99	
Expense Total	1,630,000.00	890,885.99	
IEPA 2018 Watermain Rehab Fund Total	-	72,240.52	
IEPA Sanitary Sewer Rehab 2019 (514)			
Revenue			
Miscellaneous Rev	9,100,000.00	-	
Revenue Total	9,100,000.00	-	
Expense			
Capital Outlay	9,100,000.00	-	
Expense Total	9,100,000.00	-	
IEPA Sanitary Sewer Rehab 2019 Fund Total	-	-	
IEPA Water Main Replacement 2019 (515)			
Revenue			
Miscellaneous Rev	8,700,000.00	-	
Revenue Total	8,700,000.00	-	
Expense			
Capital Outlay	8,700,000.00	-	
Expense Total	8,700,000.00	-	

	2019 Adj. Budget	2019 February YTD	% of Budget
IEPA Water Main Replacement 2019 Fund Total	-	-	
IEPA Sanitary Sewer Rehab 2020 (516)			
Revenue			
Miscellaneous Rev	250,000.00	-	
Revenue Total	250,000.00	-	
Expense			
Capital Outlay	250,000.00	-	
Expense Total	250,000.00	-	
IEPA Sanitary Sewer Rehab 2020 Fund Total	-	-	
IEPA Water Main Rehab 2020 (517)			
Revenue			
Miscellaneous Rev	250,000.00	-	
Revenue Total	250,000.00	-	
Expense			
Capital Outlay	250,000.00	-	
Expense Total	250,000.00	-	
IEPA Water Main Rehab 2020 Fund Total	-	-	
IEPA Eastside Sewer Relief (530)			
Revenue			
Miscellaneous Rev	10,250,000.00	-	0.00%
Revenue Total	10,250,000.00	-	0.00%
Expense			
Capital Outlay	10,250,000.00	-	0.00%
Expense Total	10,250,000.00	-	0.00%
IEPA Eastside Sewer Relief	-	-	
Water Replacement Reserve (531)			
Revenue			
Miscellaneous Rev	300,000.00	-	0.00%
Revenue Total	300,000.00	-	0.00%
Expense			
Capital Outlay	-	-	
Expense Total	-	-	
Water Replacement Reserve Fund Total	300,000.00	-	

City of Joliet
Finance Reports
Special Revenue Budgets
as of February 28, 2019

	2019 Adj Budget	2019 February YTD	% of Budget
Block Grant Fund (210)			
Revenue			
Fed/State/Priv Grant	1,006,021.00	142,162.82	14.13%
Revenue Total	1,006,021.00	142,162.82	14.13%
Expense			
Professional Service	100,000.00	89,092.12	89.09%
Property Services	894,770.00	-	0.00%
Other Services	3,500.00	-	0.00%
Other Employee Costs	7,751.00	1,375.00	17.74%
Expense Total	1,006,021.00	90,467.12	8.99%
Block Grant Fund Total	-	51,695.70	
Evergreen Terrace Fund (110)			
Revenue			
Miscellaneous Rev	400,000.00	-	0.00%
Transfer In	-	-	
Revenue Total	400,000.00	-	
Expense			
Professional Service	10,000.00	-	0.00%
Property Services	-	-	
Expense Total	10,000.00	-	0.00%
Evergreen Terrace Fund Total	390,000.00	-	
Business District Fund (240)			
Revenue			
Other Taxes	115,000.00	21,240.18	18.47%
Interest Income	1,500.00	821.68	54.78%
Revenue Total	116,500.00	22,061.86	18.94%
Expense			
Other Expenses	115,000.00	-	0.00%
Expense Total	115,000.00	-	0.00%
Business District Fund Total	1,500.00	22,061.86	

	2019 Adj Budget	2019 February YTD	% of Budget
General Debt Service Fund (405)			
Revenue			
Property Taxes	1,668,650.00	-	0.00%
Interest Income	-	-	
Revenue Total	1,668,650.00	-	0.00%
Expense			
Debt Service	1,669,150.00	-	0.00%
Expense Total	1,669,150.00	-	0.00%
General Debt Service Fund Total	(500.00)	-	
Grant & Special Revenue Fund (220)			
Revenue			
Charges for Services	179,378.00	650.00	0.36%
Fed/State/Priv Grant	7,211,219.00	300,000.00	4.16%
Interest Income	15,000.00	2,296.20	15.31%
Revenue Total	7,405,597.00	302,946.20	4.09%
Expense			
Professional Service	1,701,100.00	55,715.33	3.28%
Other Services	7,500.00	173.80	2.32%
Supplies	22,000.00	111.92	0.51%
Other Employee Costs	-	300.00	
Other Expenses	1,500.00	1,210.00	80.67%
Capital Outlay	6,258,497.00	(3,544.23)	-0.06%
Expense Total	7,990,597.00	53,966.82	0.68%
Grant & Special Revenue Fund Total	(585,000.00)	248,979.38	
Special Revenue Revolving Fund (221)			
Revenue			
Fines & Fees	243,500.00	23,805.97	9.78%
Fed/State/Priv Grant	20,000.00	310.00	1.55%
Interest Income	50.00	-	0.00%
Revenue Total	263,550.00	24,115.97	9.15%
Expense			
Professional Service	64,500.00	-	0.00%
Property Services	1,000.00	-	
Other Services	5,000.00	-	0.00%
Supplies	200,000.00	-	0.00%
Other Employee Costs	43,700.00	8,643.33	19.78%
Other Expenses	42,000.00	7,000.00	
Capital Outlay	110,000.00	-	0.00%
Expense Total	466,200.00	15,643.33	3.36%
Special Revenue Revolving Fund Total	(202,650.00)	8,472.64	

	2019 Adj Budget	2019 February YTD	% of Budget
Foreign Fire Tax Fund (225)			
Revenue			
Other Taxes	200,000.00	-	0.00%
Revenue Total	200,000.00	-	0.00%
Expense			
Other Expenses	200,000.00	-	0.00%
Expense Total	200,000.00	-	0.00%
Foreign Fire Tax Fund Total	-	-	
Special Service Area Fund (230)			
Revenue			
Property Taxes	641,540.00	-	0.00%
Fines & Fees	-	3,380.00	
Interest Income	-	-	
Revenue Total	641,540.00	3,380.00	0.53%
Expense			
Professional Service	16,540.00	-	0.00%
Property Services	5,000.00	734.00	14.68%
Other Expenses	330,000.00	-	0.00%
Capital Outlay	250,000.00	-	0.00%
Transfer Out	50,000.00	-	0.00%
Expense Total	651,540.00	734.00	0.11%
Special Service Area Fund Total	(10,000.00)	2,646.00	
TIF #2 City Center Fund (250)			
Revenue			
Property Taxes	600,000.00	-	0.00%
Interest Income	-	183.97	
Miscellaneous Rev	-	-	
Transfer In	-	-	
Revenue Total	600,000.00	183.97	0.03%
Expense			
Professional Service	25,000.00	23,185.00	92.74%
Property Services	-	6,000.00	
Other Services	-	60.80	
Other Expenses	600,000.00	-	0.00%
Capital Outlay	-	-	
Expense Total	625,000.00	29,245.80	4.68%
TIF #2 City Center Fund Total	(25,000.00)	(29,061.83)	
TIF #3 Cass Street Fund (251)			
Revenue			
Property Taxes	102,500.00	-	0.00%
Interest Income	-	-	
Revenue Total	102,500.00	-	0.00%

	2019 Adj Budget	2019 February YTD	% of Budget
Expense			
Professional Service	2,500.00	-	
Other Expenses	100,000.00	-	0.00%
Expense Total	102,500.00	-	0.00%
TIF #3 Cass Street Fund Total	-	-	
TIF #4 Presence St. Joseph (252)			
Revenue			
Property Taxes	17,600.00	-	0.00%
Interest Income		-	
Revenue Total	17,600.00	-	0.00%
Expense			
Professional Service	2,255.00	-	
Other Expenses	15,000.00	-	
Expense Total	17,255.00	-	
TIF #4 Presence St. Joseph Fund Total	345.00	-	
Water & Sewer Debt Service Fund (505)			
Expense			
Debt Service	7,904,024.00	221,821.81	2.81%
Expense Total	7,904,024.00	221,821.81	2.81%
Water & Sewer Debt Service Fund Total	7,904,024.00	221,821.81	

Investment Report - By Institution
as of February 28, 2019

	Maturity	Purchased	Rate	Principal	Est Earned Interest	TOTAL
FIRST MIDWEST BANK				4,159,119.75		4,159,119.75
Capital Improvement Fund	Daily			1,655,842.14		1,655,842.14
Motor Fuel Fund	Daily			2,131,849.62		2,131,849.62
Property Improvement Fund	Daily			167,981.29		167,981.29
TIF Fund	Daily			203,446.70		203,446.70
IPTIP				56,534,662.97		56,534,662.97
Business District Fund	Daily			422,293.48		422,293.48
General Fund	Daily			26,283,200.71		26,283,200.71
Motor Fuel Fund	Daily			2,614,442.83		2,614,442.83
Property Improvement Fund	Daily			4,170,559.32		4,170,559.32
Water & Sewer Funds	Daily			23,044,166.63		23,044,166.63
CIBC				11,543,428.65		11,543,428.65
General Fund	Daily			1,970,065.62		1,970,065.62
Grants & Special Revenue Fund	Daily			5,399,084.25		5,399,084.25
Parking Fund	Daily			435,731.53		435,731.53
Water & Sewer Funds	Daily			3,738,547.25		3,738,547.25
CIBC - 90 DAY CD				6,210,609.27	39,616.04	6,250,225.31
Capital Improvement Fund	5/16/2019	2/14/2019	2.58%	2,142,066.17	13,778.47	2,155,844.64
Motor Fuel Fund	5/16/2019	2/14/2019	2.58%	3,179,077.47	20,448.87	3,199,526.34
Water & Sewer Funds	3/14/2019	12/13/2018	2.43%	889,465.63	5,388.70	894,854.33
BUSEY BANK-3 MONTH CD				2,120,747.02	11,306.77	2,132,053.79
Capital Improvement Fund	4/26/2019	1/28/2019	2.40%	2,120,747.02	11,306.77	2,132,053.79
Grand Total				80,568,567.66	50,922.81	80,619,490.47